

CITY OF MILPITAS  
SISTER CITIES ADVISORY COMMISSION (SCC)  
COMMITTEE CONFERENCE ROOM

MINUTES  
MAY 28, 2015

- I. Call to Order and Roll Call** Chair Grilli called the meeting to order at 6:00 p.m. Commissioners present: Arbaugh, Chen, Grilli. Alternate Commissioners present: Chang, Llamas.

Council Liaison Grilli: Present  
MHS Student Liaison Mikayla Horyza: Present  
MUSD Liaison Gunawan Alisantosa: Absent  
Staff Liaison Leslie Stobbe: Present

- II. Alternates Seating of** Alternate Commissioner Llamas was seated.

- III. Allegiance Pledge of** Not conducted.

- IV. Minutes** MOTION to approve the minutes of April 23, 2015  
M / S: Arbaugh / Chen Ayes: All

- V. Agenda** MOTION to approve the agenda of May 28, 2015.  
M / S: Arbaugh / Chen Ayes: All

- VI. Announcements:** None.

- VII. Public Forum:** Evelyn Chu, Emergency Preparedness Commissioner, invited the SCC to participate in the SAFR Program Training to be held August 1, 8, and 15 at First Station #1.

**VIII. New Business**

**1. Annual Work Plan and Council Presentation**

The SCC reviewed a draft work plan for fiscal year 2015-16. Updates were noted and new items added for staff correction. Staff noted that this will be part of the September 1, 2015 presentation to the Council. Discussion followed regarding the June and July meetings. It was determined that since there wasn't going to be a quorum for either meeting, that Chair Grilli would work directly with the staff liaison on presentation elements.

MOTION: Approve the FY 2015-16 Work Plan with noted additions.  
M / S: Arbaugh / Nolan Ayes: All

## **IX. Old Business**

### **2. Seongnam City, Draft Memorandum of Understanding Review**

Draft MOU elements were discussed. It was determined that since the SCC already approved recommendation of Seongnam City as a Sister City that Chair Grilli and the Staff Liaison would coordinate on the final draft for recommendation to the City Council on September 1, 2015.

### **3. Fundraising & Promotions Subcommittee**

It was noted that the research phase was complete and that the subcommittee would lead a discussion on a recommendation at the next meeting.

### **4. Sister City Display of Memorandums of Understanding (MOUs)**

Staff had no updates on this item.

### **5. E-Pal Project with Sister Cities**

Staff reported that she and the teacher conducted a wrap-up and will reconvene in late August to gear-up for another year. Council Liaison Grilli suggested that next year a year-end celebration be conducted that invited both students and teachers to attend.

### **5. Tsukuba City, Japan**

No new activity to report.

### **6. Dagupan City, Philippines**

No new activity to report. Chair Grilli asked staff to inform Dagupan and Huizhou staff that the student visit cannot occur this year because there are no responses for host families.

### **7. Huizhou Municipality, China**

No new activity to report.

## **X. Student Liaison Report**

The Student Liaison reported that she has four possible interests in students becoming E-pals with sister cities students.

## **XI. City Council Liaison Report**

It was noted that the City Council passed a balanced budget and that a fine Memorial Day event was conducted.

## **XII. School District Liaison Report – None**

## **XIII. Future Agenda Items**

1. Sister City Relationships / Cultural Exchanges
  - i. Tsukuba, Japan
  - ii. Dagupan, Philippines

- iii. Huizhou, China
- 2. Sign Noting Sister Cities in City Plaza

## **XII. Adjournment**

No further business was discussed. Chair Grilli requested a motion to adjourn the meeting at 6:33 p.m. until the regular meeting of May 28, 2015.

MOTION: Adjourn the meeting of May 28, 2015 to the regular meeting of August 27, 2015.

M / S: Arbaugh / Nolan

Ayes: All

Respectfully Submitted,

Leslie Stobbe  
Staff Liaison